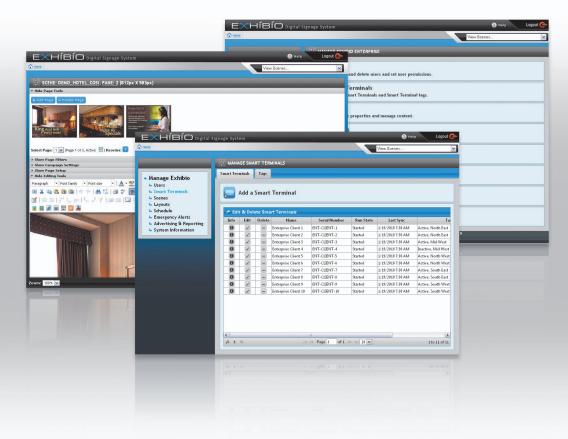


# Exhibio<sup>®</sup> Enterprise Software User Manual

Software Version 1.1 June 2011





Exhibio, LLC

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## Exhibio<sup>™</sup> Enterprise Server User Manual: Version 1.1

Dear Exhibio Digital Signage Customer,

Congratulations on your new Exhibio Enterprise Server Digital Signage Engine purchase! We appreciate your business. For the best use and operation of the Exhibio Digital Signage Solution, please read through this Software User Manual before making any adjustments, and retain this document for future reference. We hope that you will enjoy working with your Exhibio Digital Signage Solution.

## For assistance, please contact Exhibio at the following:

Phone:	Within the USA:	877.EXHIBIO (394.4246)
	International:	1.716.799.0410
	Please listen to the pro	ompts for Exhibio Support.
Web:	http://www.exhibi	o.com/support

To purchase or inquire about accessories or other Exhibio products, please visit our website at http://www.exhibio.com or call the toll-free number above.

We highly recommend you register your system, either through the Enterprise Manager, via the web at http://www.exhibio.com/registration or by mailing in your registration card so that you may receive important information updates.

For peace of mind, and to protect your investment beyond the standard warranty, contact Exhibio for extended warranty contracts.

Write down your serial number located on the side of the system, or place the sticker from the shipping box here:

Serial Number \_\_\_\_\_\_

Purchase	Date	

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## **ENTERPRISE MANAGER**

The Enterprise Manager is a browser-based content management system. It is fully integrated into the Exhibio Enterprise Server.

## Accessing the Enterprise Manager

You can access the Enterprise Manager from any compatible web browser on any computer that has Internet or network access to the Enterprise Server. This is accomplished in one of three ways:

- 1. On your Local Area Network (LAN): Access the server using its local IP address or name.
- 2. Over the Internet: Your network administrator will need to expose the Enterprise Server to the public Internet. Access the server using its public IP address or name.
- 3. By double clicking the "Enterprise Manager" icon on the Enterprise Server unit desktop.

## **System Requirements**

The Enterprise Manager is accessible from your personal computer using any of the web browsers listed below.

- Microsoft Internet Explorer 7.0 or higher for Windows (Strongly recommended Some features may not function properly in other browsers.)
- Mozilla Firefox 2.0 or higher (Windows and Mac)
- Opera 9.2 or higher (Windows and Mac)
- Safari 3.0 or higher (Windows and Mac)
- Google Chrome 4.0 or higher (Windows and Mac)

### Hardware

A Pentium 4 class PC or higher is recommended. We also recommend using a monitor with a resolution that is at least as high as your display device. Lower resolution displays will show only a portion of the preview, forcing you to scroll horizontally and/or vertically to see the entire preview window. For example, if you use a Smart Terminal connected to a 40" LCD display with a resolution of 1366x768, and you access the Enterprise Manager via a 17" monitor with a resolution of 1024x768, you will only see a portion of the preview.

### Logging In

Enter your Exhibio username and password. Check "Remember Me" if you'd like to avoid having to log in again on this computer.

First Time Login: The first time you access the Enterprise Manager, the default username and password are both 'exhibio' (all lowercase).

ENTERPR	ISE MANAGER LOGIN
-Account In	formation
Username	Enter Username
Password	
	🔲 Remember Me
Login	

## **Product Registration**

By registering, you will receive emails regarding important software updates and product information.

- 1. Towards the bottom left, you will notice yellow text stating that your Enterprise Server is not yet registered. To register, please click on the text.
- 2. If your Enterprise Server has access to the Internet, choose 'Register Over The Internet' and click 'Next'. If it does not have access to the Internet, click on 'Register by Phone' and click 'Next'.

Your Enterprise Server is not yet registered. Please click here to complete the registration process.

		_
-Step 1 - Choose your registration method		
Register over the internet		
O Register by phone		
	Next	Cancel

3. For Internet Registration, fill out the form and click 'Next'. Then click 'Finish'.

PRODUCT REGISTRATIO	N
ep 2 - Internet Regist	ration
-Server Serial Numbe	r
	ENTERPRISE-20
-Personal information	I
Name	
Email Address	
Company/Organization	
-Contact Information	
Address	
City	
State/Province	
Zip/Postal Code	
Telephone Number	

For Phone Registration, please call the number shown on the screen to register your product.

### **Main Page**

The first screen to appear after logging into the Enterprise Manager is shown below. From this page, you can access all areas of the content management system.

#### Home

In the upper left is a 'Home' button, which is accessible from all levels of the software. This button will take you to the main menu, titled "Manage Exhibio Enterprise".

#### Side Menu

The left portion of the page contains a menu which is shown in most windows. The menu allows you to easily navigate between areas.

#### **Main View**

The center section is the dynamic section which changes based on your selected task or view.

#### **View Scenes**

Towards the top right, 'View Scenes' is always available for you to preview the scenes saved on your system.

#### Help Section

The 'Help' button will bring up a small drop-down menu, as illustrated to the right. If you click on 'Manuals & Guides', you will have access to the Exhibio Software Manual, which is in Adobe Reader Format (PDF). The 'Support' option directs you to the Exhibio Website for support.

	ignage System	🥐 Help	Logout 🕞
home	Viev	v Scenes	~
		/ Scenes	

## USERS

The Enterprise Manager may include any number of authorized users who have access to parts or all of the system. Each user has an individual username and password as well as up to ten permissions, which define what actions they can take.

## **User Permissions**

Listed Permission	Allowed Functionality
Manage Users	Add, edit, and delete users and their roles
Manage Scenes	Add, rename, copy, and delete scenes
Manage Scene Content	Add, edit, and delete pages
Manage Layouts	Create new layouts and download existing ones
Manage Schedule	Add, edit, and delete items from the schedule
Manage Campaigns	Add, edit, and delete accounts and campaigns
View Campaign Reports	View reports generated by the Exhibio Campaign Recorder
Manage Alerts	Add an emergency alert to be played on the Smart Terminals
Manage Tags	Add, edit, and delete Smart Terminal Tags
Manage Smart Terminals	Add, edit, and delete Smart Terminals

## **User Management**

#### Adding a New User

- 1. Click the 'Users' link in the main menu.
- 2. Click the 'Add User' link or its associated icon.
- Complete all required fields in the 'Account Information', 'Personal Information', and 'Permissions' field sets.
- 4. Click the Save button.

MANA	AGE USEI	RS	_	_	_	_	_
<b>S</b>	Add Us	ser					
		ete Users					
Edi	t & Dele Delete	ete Users Username	First Name	Last Name	Email Address	Description	
			First Name Exhibio	<b>Last Name</b> Manager	Email Address support@exhibio.com	-	
Edit	Delete	Username				-	

#### Edit an Existing User

1. Click the 'Users' link in the main menu.

- 2. Under 'Edit & Delete Users' click the Edit icon next to the user whose account you wish to edit.
- 3. Edit all necessary fields in the 'Account Information', 'Personal Information', or 'Permissions' field sets.
- 4. Click the Save button.

Account Information Username Password (change only) Personal Information	smith
Password (change only)	smith
–Personal Information—	
–Personal Information–	
First Name J	John
Last Name S	Smith
Email Address	smith@exhibio.com
Description 7	Test User
-Permissions	
	Manage Scene Content 🔲 Manage Attributes
	Manage Layouts Manage Campaigns
_	🗌 Manage Smart Terminals 🔲 Manage Alerts
Manage Users	
	Save Cancel

### **Delete an Existing User**

- 1. Click the 'Users' link in the main menu.
- 2. Under 'Edit & Delete Users' click the Delete icon next to the user whose account you wish to remove.
- 3. A popup window will appear asking "Are you sure that you want to delete the selected user?"
- 4. Click the OK button.

## **SMART TERMINALS**

Smart Terminals (STs) are Exhibit devices that play your content on connected displays. Each ST must have its own local or public IP address and have network access to the Enterprise Server in order to function properly. Network connectivity may be achieved by using a LAN, a WAN, or the Internet.

Each Smart Terminal can play its own set of content as specified in the Enterprise Manager. All screens connected to the ST will display this content.

## **Adding a Smart Terminal**

To add a Smart Terminal:

- 1. Click the 'Smart Terminals' link in the main menu.
- 2. Click 'Add a Smart Terminal'.
- 3. Please fill out the fields displayed on the screen. These fields can be edited later.
  - a. For the Name, choose something unique and specific to the Smart Terminal and its displays, such as 'Chicago Office Lobby'.
  - b. The Serial Number can be found on a sticker on the side of the Smart Terminal. If you enter an incorrect serial number, your ST will not be able to sync and download content from the server.
  - c. The Description field is used for storing other pertinent information about the ST and its screens. Examples of Descriptions are '50 inch Display' and 'Used to welcome guests and show meeting schedules'.
  - d. Tags are used for scheduling similar content to play on multiple STs. A tag is a keyword that could describe this Smart Terminal's location and/or purpose. Examples of tags to enter might be: 'Chicago, lobby, welcome screen, english, landscape.' Be sure to separate each entry with a comma.

To select from a list of existing tags, click the word 'Tags' and a window will pop up. Existing tags stored on the Enterprise server will appear on the right side of the menu. Click the + sign to select a tag. Click OK to save your changes.

- 4. Click Save when you are done.
- 5. Your ST will now appear in the list below 'Edit & Delete Smart Terminals'.

			MINALS	_	_	_	_
art Ter	minals	Tags					
		c	<b>T</b>				
	Add a	Smart	Terminal				
A							
C Edi	t & Del	ete Sma	rt Terminals				
Info	Edit	Delete	Name	Serial Number	Run State	Last Sync	T
0	<i></i>	-	Enterprise Client 1	ENT-CLIENT-1	Started	1/19/2010 7:30 AM	
			· ·		statted	1/15/2010 7:50 AM	Active, North East
0	<i></i> *	-	Enterprise Client 2	ENT-CLIENT-2	Started	1/19/2010 7:30 AM	
0	<i>•</i> *	-	Enterprise Client 2 Enterprise Client 3				Active, North East Active, North East Active, Mid West
			· ·	ENT-CLIENT-2	Started	1/19/2010 7:30 AM	Active, North East Active, Mid West
0			Enterprise Client 3	ENT-CLIENT-2 ENT-CLIENT-3	Started Started	1/19/2010 7:30 AM 1/19/2010 7:30 AM	Active, North East Active, Mid West Inactive, Mid Wes
0			Enterprise Client 3 Enterprise Client 4	ENT-CLIENT-2 ENT-CLIENT-3 ENT-CLIENT-4	Started Started Started	1/19/2010 7:30 AM 1/19/2010 7:30 AM 1/19/2010 7:30 AM	Active, North East Active, Mid West Inactive, Mid Wes Active, North Wes
0			Enterprise Client 3 Enterprise Client 4 Enterprise Client 5	ENT-CLIENT-2 ENT-CLIENT-3 ENT-CLIENT-4 ENT-CLIENT-5	Started Started Started Started Started	1/19/2010 7:30 AM 1/19/2010 7:30 AM 1/19/2010 7:30 AM 1/19/2010 7:30 AM	Active, North East Active, Mid West Inactive, Mid Wes Active, North Wes Active, North Wes
0 0 0 0			Enterprise Client 3 Enterprise Client 4 Enterprise Client 5 Enterprise Client 6	ENT-CLIENT-2 ENT-CLIENT-3 ENT-CLIENT-4 ENT-CLIENT-5 ENT-CLIENT-6	Started Started Started Started Started Started	1/19/2010 7:30 AM 1/19/2010 7:30 AM 1/19/2010 7:30 AM 1/19/2010 7:30 AM 1/19/2010 7:30 AM	Active, North East

## **Editing a Smart Terminal's Properties**

To edit a Smart Terminal's properties:

- 1. Click the 'Smart Terminals' link in the main menu.
- 2. Under 'Edit & Delete Smart Terminals', click the Edit icon next to the ST.
- 3. You may edit the fields shown on your screen: Name, Serial Number, Description, and Tags. Descriptions of the fields can be found under the heading 'Adding a Smart Terminal', found in this section of the User Manual.
- 4. If the selected ST is online and has Live Video enabled and setup, the channels it receives will be listed here under a section called 'Live Video Presets'.
  - a. To remove a channel from the list, click the 'Remove' button.
  - b. To change the assigned preset for a channel, click the 'Change' button. Select from a list of existing presets on the Enterprise system, or add a new preset. Presets are used for scheduling Live TV content to appear on your screens. If your STs are located in multiple television markets, presets will determine which local channel to tune to when you've scheduled a common preset such as 'NBC1' to play on multiple STs.
- 5. Click Save when you are done.

EDIT EXISTING SMAR	TTERMINAL					
Smart Terminal Infor	mation					
Name	Enterprise Clie	ent 1				
Serial Number	ENT-CLIENT-	1				
Description	Enterprise Clie	ent 1 Description				
<u>Tags</u>	Active, No:	rth East				
-Live Video Presets-						
Detected Channel		Assigned Preset	t			
United States Analog Ante	nna Channel 2	NBC1	- Remove	+ Change		
United States Analog Antenna Channel 4 CBS1 — Remove + Change						
United States Analog Antenna Channel 7 ABC1 - Remove + Change						
United States Analog Ante	nna Channel 29	FOX1	- Remove	+ Change		

### Tags

A tag is a keyword or phrase that could describe one or multiple Smart Terminals. They are used primarily for grouping STs for scheduling and sending emergency alerts.

MANAGE SMART TERMINALS				
art Ter	minals	Tags		
Create New ST Tag				
		ete ST Tags		
Edit	Delete	Tag	Smart Terminals	
<b>*</b>	_	Mid West	Enterprise Client 3, Enterprise Client 4	
<b>*</b>	-	North East	Enterprise Client 1, Enterprise Client 2	
<b>*</b>	-	North West	Enterprise Client 5, Enterprise Client 6	
<i>•</i>	-	South East	Enterprise Client 7, Enterprise Client 8	
<i></i>	-	South West	Enterprise Client 9, Enterprise Client 10	
<i></i> *	-	Active	Enterprise Client 1, Enterprise Client 2, Enterprise Client 3, Enterprise	
<i>•</i>	-	Inactive	Enterprise Client 4	
	-	hi	dsfsdfds	
•			17.171	

#### **Creating New Tags**

To create a new tag:

- 1. Click the 'Smart Terminals' link in the main menu.
- 2. Click the tab labeled 'Tags'.
- 3. Click 'Create New ST Tag'.
- 4. Type the new tag in the text box. The tag may be a single word or combination of words used to describe a Smart Terminal or its screens.
- 5. Click Save when you are done.

CREATE NEW ST TA	G		_
-Tag Information			
Name			
		Save	Cancel

#### **Editing Tags**

To edit a tag:

- 1. Click the 'Smart Terminals' link in the main menu.
- 2. Click the tab labeled 'Tags'.
- 3. Under 'Edit & Delete ST Tags', click the Edit icon next to the tag name.
- 4. Edit the tag in the text box that appears.
- 5. Click Save when you are done.

#### Assigning Tags to Smart Terminals

New and existing tags can be assigned to Smart Terminals at any time. Please follow the instructions under the heading 'Editing a Smart Terminal's Properties' found in this section of the User Manual.

#### **Configuring the Smart Terminal**

- 1. Once the Smart Terminal has been added to the Enterprise Server, log into the Smart Terminal's desktop.
- 2. From the Smart Terminal desktop, click "Setup".
- 3. Click on the "Smart Terminal Registration" tab.
- 4. Under "Sync Service URL", enter the URL of the sync service for your Enterprise Server. By default the URL is in the following format: svn://[server name or ip]:443/enterprise/
- 5. Enter your Enterprise Server's sync service username and password. By default these are both "exhibio".
- 6. Click "Verify Service Settings".
- 7. You should get a message that says "Verification Succeeded. The sync service settings are correct". If you don't, then check to see that you have configured the server properly as outlined above and that your unit has connectivity to the Enterprise Server over TCP port 443. NOTE: You may need to wait a few minutes between ending the Enterprise Server configuration and starting the Smart Terminal one.
- 8. You may also optionally change the heartbeat frequency (30 seconds is recommended) and specify the time of day that campaign data is synced back to the server (a time outside business hours is recommended).
- 9. Click "Apply" or "OK" to put the new settings into effect.

#### Configuring an X-Series model to function as a Smart Terminal

X-Series models running Exhibio software version 4.0 or higher may be used as a Smart Terminal instead of as a stand-alone machine. Placing an X-Series model into the role of a Smart Terminal will cause you to lose any data saved on the X-Series unit. To reconfigure an X-Series model to act as a Smart Terminal, follow these steps:

- 1. Add the X-Series unit's information to the Enterprise Server as if it was a Smart Terminal (See 'Adding a Smart Terminal' above).
- 2. Once the Enterprise Server is configured, log into the X-Series unit's desktop.
- 3. From the X-Series unit desktop, click "Setup".
- 4. Click on the "Sign Grouping" tab.
- 5. Check the "Register this Sign as an Enterprise Smart Terminal" checkbox.
- 6. Under "Sync Service URL" enter the URL of the sync service for your Enterprise Server. By default the URL is in the following format: svn://[server name or ip]:443/enterprise/
- 7. Enter your Enterprise Server's sync service username and password. By default these are both "exhibio".
- 8. Click "Verify Service Settings".
- 9. You should get a message that says "Verification Succeeded. The sync service settings are correct". If you don't, then check to see that you have configured the server properly as outlined above and that your unit has connectivity to the Enterprise Server over TCP port 443. NOTE: You may need to wait a few minutes between ending the Enterprise Server configuration and starting the X-Series one.
- 10. You may also optionally alter the heartbeat frequency (30 seconds is recommended) and specify the time of day that campaign data is synced back to the server (a time outside business hours is recommended).
- 11. Click "Apply" or "OK" to put the new settings into effect.

## **SCENES**

## Scenes, Panes, and Pages Explained

#### Scenes

A Scene is a collection of content that fills a screen. Each Scene is comprised of one or more Panes, depending on the layout that you choose. You may create multiple Scenes to accommodate your content needs. Each Scene can be scheduled to play on any of your Smart Terminals, as long as the Scene's display resolution matches that of your STs. For the utmost flexibility with design and scheduling, we recommend you choose one resolution for all of your displays and your Scenes.

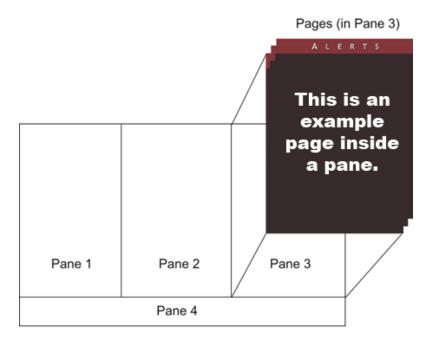
#### Panes

Each Scene is divided into Panes. Choose from a large selection of Layouts to find one that best displays your content. A large number of Layouts are available for both landscape and portrait modes. The content that appears within a Pane is stored in Pages.

#### Pages

A Page contains the actual sign content. You can create different Pages within a Pane, and the system will continuously cycle through them in a loop. Each page has its own distinct content. With Enterprise systems, you can create multiple Pages and target each one to specific Smart Terminals.

Pane 1	Pane 3
Pane 2	
Pane 4	



Scene

## Adding a New Scene

To create a scene, follow these steps:

- 1. Click the 'Scenes' link on the main menu.
- 2. Click the 'Add New Scene' text or associated icon.
- 3. For Step 1, enter a name and description for your scene.
- 4. For Step 2, select a display resolution. You should choose the resolution that matches that of your display units. Your digital signage network may consist of displays with varying resolutions, however a scene can only play on displays with a resolution that matches this selection.
- 5. Under Step 3, select a layout by clicking the 'Choose' button. A number of available layouts that match your selected display resolution will appear. Click on the one you wish to use. Once a scene has been created, you will not be able to change its layout.
- 6. Step 4 requires you to select a style for your scene. The default style is 'Black'. Click the 'Change' button to select a new style, or click the 'Advanced' button to create your own.
- If you click the 'Advanced' button under Step 4, you will be able to set the default style for pages created in each of your panes. You can switch between panes using the tabs at the top of the window. The following style settings may be set here:

Text: Font, Font size, Font Color, Weight, and Style.

Background: Color, Image, Vertical Position, Horizontal Position, and Tiling.

Margins: Top, Right, Bottom, and Left.

Page Settings: Duration, Scroll direction, and Transition effects.

We will address the above options later in this section, under 'Design Mode'. Click Finished when done.

8. Click Save when done.

- MANAGE SCENES	
Scenes Media Import	ADD NEW SCENE
	1. Enter Scene Information
🔤 Add New Scene	Enter a Name
_	Enter a Description
Create & Manage Cont	
Rename, Copy & Delete Scene	2. Select a Display Resolution
Rename Copy Delete	Landscape - 848 × 480
Adhede ends	
🖉 🖻 – 848 Enlist No	-3. Select a Layout
	No Layout Selected
	Choose
	-4. Select a Style-
	No Style Selected
	Choose

## Create & Manage Content

#### Scene Selection

- 1. Click the 'Scenes' link in the left main menu.
- 2. Click 'Create & Manage Content' to view thumbnails of all of your scenes.
- 3. Browse through your scenes until you find the one you wish to edit. Choose the scene you want to edit by clicking on its thumbnail.
- 4. Choose the pane you want to work on by clicking inside its boundaries in the layout diagram that appears.



#### Design Mode

Once you have selected the scene and pane you wish to edit, the Page Editor will load. This is where you will add all of the content to your displays.

#### Page Tools

By default, the Page Tools are visible. To hide the Page Tools, click on 'Hide Page Tools'. In this section, you will see a thumbnail image of each page created for this pane. By default, each page created will appear in sequence within the pane whenever the scene is displayed.

#### Add a Page

To add a page to this pane, click the + Add Page button. This will add a new page to this pane using the page defaults and background image specified when you created the scene or last edited the default page properties.

#### Select a Page

To select a page to work on, click the thumbnail image of the page. The canvas area located below will change to the page you wish to work on.

#### Delete a Page

To delete a page from this pane, first click the thumbnail image of the page you wish to delete. The canvas

area located below will change to this page. Then click on — Delete Page button and the page will be removed. This action cannot be undone. This option will not appear if you have only one page in the pane.

#### **Reorder Pages**

Pages will appear within a live display's pane in the same order they appear here, with the leftmost page appearing first. To change the order in which the pages are displayed in the pane, select a page and use the arrow buttons,  $\leq$  and  $\geq$ , to change its place in the order.

#### **Active Checkbox**

Checking this box puts the selected page in the active playlist for this pane. If this option is unchecked, the page will be skipped whenever the scene plays.

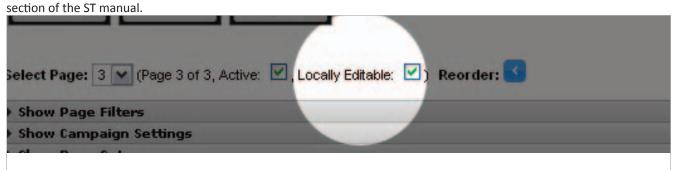


#### **Locally Editable**

Checking this box allows the pane to be edited locally via individual ST units. A default design can still be created for locally editable panes through the Enterprise Server, but what will ultimately be displayed at each location is determined through its respective ST unit.

To set a default design for a locally editable pane, simply edit the pane as you normally would.

For more information on editing locally editable panes via ST, please see the "Editing a Local Content Page"



#### **Page Filtering**

By default, a page will play on all Smart Terminals where the parent scene is scheduled to appear. Filtering enables you to target different pages to specific Smart Terminals and their displays.

#### Adding a Filter

To limit a page so that it can only play on certain Smart Terminals, follow the steps below.

- 1. Select the page you want to filter.
- 2. Under Page Filtering, click the drop-down menu next to the words 'Display Page'.
- 3. Select either 'on Specific Smart Terminals' or 'by tag or combination of tags'.

If you selected 'on Specific Smart Terminals', follow the steps below:

- 1. Click 'Select Smart Terminals'. A popup will appear.
- 2. The page will play on all STs listed on the left side of the popup menu. To move an ST from the right side to the left, click the plus (+) sign next to the ST name. To deselect it, click the minus (-) sign next to the name. Typing in the text box that appears in the popup menu will allow you to search for specific ST names.
- 3. Click OK when done.
- 4. Every ST that you've selected will be listed in a table below 'Select Smart Terminals'. If an ST name appears in red, the unit's display resolution does not match that of the current scene, and the scene will not play on this ST.
- 5. Be sure to click Save at the bottom of the page to save your changes.

If you selected 'by tag or combination of tags', follow the steps below:

- 1. Select either Tagged or Not Tagged from the first drop-down menu to either select or eliminate specific tags.
- 2. In the second drop-down menu, choose the tag that you are referencing.
- 3. Click the plus (+) sign to add additional tags to your filter
- 4. Every ST that matches all of your filters will be listed below. If an ST name appears in red, the unit's display resolution does not match that of the current scene, and the scene will not play on this ST.
- 5. Be sure to click Save at the bottom of the page to save your changes.

#### **Campaign Settings**

The procedure for adding a Campaign and Account is shown in the 'Advertising Campaigns' section of this Software Manual.

#### Page Setup

By default, the Page Setup will be hidden. To show the Page Setup options, click on 'Show Page Setup'.

#### Text

The default font, weight, and style (typeface) settings are controlled by their corresponding drop-down menus. To change the font size, type the number of points (pt) into the textbox. To change the default font color, either type in the HEX color code or click in the textbox to choose from a full color palette.

Hide Page Setup		
Text Background	I Margins Page Settings	
Font	Arial	
Size	26pt	
Color	#000000	Ĩ
Weight	Normal 💌	
Style	Normal 💌	
		Apply to Curren

#### Background

Background color, image position, and tiling are controlled by their corresponding drop-down menus. Unless you have created a custom scene, your scene will have a background image already in place on the page. Its name will be displayed immediately after the 'Background Image:' label.

Changing or adding a background image is accomplished by clicking on either the Change button or the Remove - button. You will then see the background image repository, and the image browsing and uploading utility.

If the image you want to add is not in the image repository, click the 'Choose Files' button and select it from its current location. It will automatically be uploaded to the server.

To use an image listed in the Background Image Repository as the page background, click the + button. If you want to permanently delete an image from the Repository, click the - button.

You may also select a background image from one of the pre-existing themes. To do so, click the "Choose Theme" button and click on the thumbnail of the theme you are looking for. The background image for your page will automatically be set to one that fits that theme.

r Hide Page Setup	
Text Background	Margins Page Settings
Color	#00000
Image	cosi_right.jpg Change — Remove
Vertical Position	Тор
Horizontal Position	Left 💌
Tiling	Tiled
	Apply to Current Pag

#### Margins

Adjust the page margins by selecting the textbox next to the margin title and typing in the number of pixels (px). Other measurement units may also be used including: cm, em, ex, in, mm, pc, pt, and %.

' Hide Pa	ge Setup			
Text	Background	Margins	Page Settings	
Тор		0px		]
Right		0px		7
Bottom		0px		7
Left		0px		
				Apply to Current Pa

#### Page Settings

Duration: Measured in seconds, duration shows the length of time the page will be displayed before the next page appears. Page duration only applies if 2 or more pages are active in the pane. Scroll: Selecting Right to Left, Left to Right, Up, or Down will scroll all of the content within the page. Transition: This setting handles how the previously scheduled page transitions to the current one.

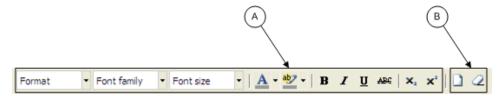
#### Applying your changes

Apply your changes to the current page or to all the pages in the pane by clicking 'Apply to Current Page' or 'Apply to All Pages'. If you apply the changes to all pages within the pane, all current attributes will be copied onto all of the pages. Individual attributes cannot be applied to all pages. If you select 'Save As Defaults', all new pages created within this pane will use this page's settings for their initial Page Setup.

#### **Editing Tools**

By Default, the Editing Tools are visible. To hide the Editing Tools, click on 'Hide Editing Tools'. Below we

will explain each of the tools, labeled A through N.



#### A. Font Toolbar

Add text by placing your cursor into the page canvas area and start typing. To format a block of text, select it and use the Font section of the 'Editing Toolbar' to change its attributes. When text is selected for editing, the toolbar items will change to reflect its current attributes. Clicking on the

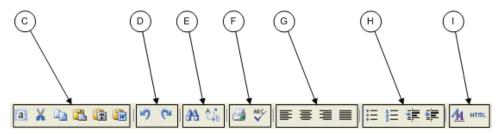
A gives you a popup list of colors to choose from.

The text highlighting tool puts a background color behind a selection of text. To remove the background color, click the 'Remove Formatting' toolbar item. This will allow you to change your text color.

#### B. Clear Formatting / Clear Content

The Dutton will remove all content from the canvas.

The  $\sim$  button will remove all formatting that exists on the canvas. To use this, highlight the item or object for which you wish to remove the associated formatting, and click on the  $\sim$  button. It will then reset that highlighted object back to the default format.



#### C. Cut / Paste / Copy

The 🧾 button will select all content/objects in the canvas.

The k button will cut a highlighted object, or set of highlighted objects, for instance, text, images, or any other object that you have highlighted in the canvas.

The 🗎 button will copy a highlighted object, or set of highlighted objects, for instance, text, images, or any other object that you have highlighted in the canvas.

The 🚨 button will paste any content you have placed in the Editor Clipboard by cutting or copying content from within the Exhibio Canvas.

The 🗊 button will paste in plain text from any source. This will not work with rich text editors, such as Microsoft Word, or Word Pad. If you copy text in from those sources, the styling of the content will be stripped, and it will be inserted as plain text.

The 🛍 button will paste in any rich text, for instance, from Microsoft Word or Word Pad.

#### D. Undo / Redo

The 🤊 button will undo the last change you made to the canvas. The 🎴 button will redo the last change you made to the canvas.

#### E. Find / Replace

The <sup>34</sup> button will open a small new window, where you can search for specified text in the canvas. The <sup>54</sup> button will open a small new window, where you can search for specified text in the canvas, and replace it with different text.

#### F. Print / Spell Checker

The Justice button will print the current page on your screen. The W button runs a spellcheck on all of the text available in the canvas.

#### G. Content Alignment

The 📰 🚍 🔳 buttons will align content left, center, right, or justify, respectively.

#### H. Ordered List / Indenting

The 🗮 button will create a bulleted ordered list.

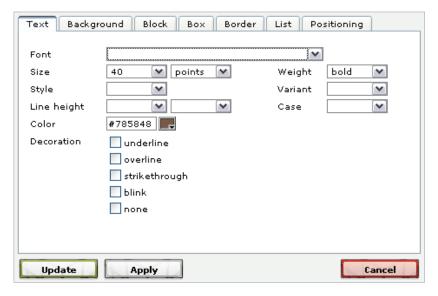
The 📃 button will create a numbered ordered list.

The 🗱 button will indent to the left.

The 🗱 button will indent to the right.

#### I. CSS Styles / HTML

The dutton will allow you to custom style your own CSS. You may go through the options, and setup any custom styling you like. Click the 'Apply' button to see your changes in real-time. Click the 'Update' button when you're finished.

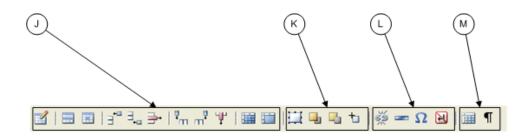


The wms button will allow you to type or paste in your own HTML code. This includes scripting languages as well. Click the 'Update' button when you're done.

	. – –
<pre></pre>	~
<pre>/cosi_rightB.jpg) no-repeat scroll left top transparent;</pre>	
width: 100%; height: 100%; display: block;">	
<pre><div style="position: absolute; left: l36px; top: 64px; width:&lt;br&gt;379px; height: 74px; font-size: 40pt; font-weight: bold;&lt;/pre&gt;&lt;/td&gt;&lt;td&gt;&lt;/td&gt;&lt;/tr&gt;&lt;tr&gt;&lt;td&gt;color: #785848; text-align: right;"><sup>The</sup>Cosi</div></pre>	
Pool	
	≡
<pre><div align="center" style="position: absolute; left: 103px; top: 352px;&lt;br&gt;width: 356px; height: 48px;"><u>Pool Hours</u> </div><div <br="" style="position: absolute; left:&lt;br&gt;108px; top: 411px; width: 349px; height: 116px;">align="center"&gt;<font size="6">9am -10pm mon-fri 9am -1am sat 9am - 6pm sun</font></div><div style="position:&lt;br&gt;absolute; left: 31px; top: 543px; width: 478px; height:&lt;br&gt;124px;">Help yourself to extra towels, located next to the</div></pre>	~
Update	

**HTML Source Editor** 

🔽 Word wran



0 0

°0

#### J. Tables

The swill pop up a small window requesting information about the new table you wish to add. You can change the number of columns, number of rows, cell padding, cell spacing, alignment, border, width, and assign it to a style class. For more advanced options, click on the 'Advanced' tab. When you are finished adjusting the new table settings, click on the 'Insert' button.

Once the table is added, it will be inserted into the canvas, like the figure to the right. You can click on any of the corners to increase/decrease the size of the table.

The 🔜 button brings up the settings for the rows of the table. You may change the row in the table part to 'Table Body', 'Table Head' or 'Table Foot'. You may change the alignment to 'Left', 'Right', or 'Center' which will change where the text/object is aligned horizontally within the row. You may change the vertical alignment to 'Top', 'Bottom', or 'Center' which will change where the text/object is aligned vertically within the row. You can assign it to a style class, and change the height. Lastly, you can commit these changes to the 'Current Row' (where your cursor currently resides inside the table) the 'Odd Rows', 'Even Rows', and 'All Rows'. For more advanced options, click on the 'Advanced' tab. When you are done adjusting the table settings, click on the 'Update' button.

General Advar	nced		
General propert	ies		
Cols	2	Rows	2
Cellpadding		Cellspacing	
Alignment	Not set 💌	Border	0
Width		Height	
Class		<b>~</b>	
Table caption			
Insert			Cancel

General Advanced	]	
General properties –		
Row in table part	Table Body 🛛 🖿	
Alignment	Not set 🛛	
Vertical alignment	Not set 🛛	
Class		
Height		
Update current row	×	
Update		Cancel

The 🔳 button brings up the settings for the cells in the table. Here you can change the alignment, vertical alignment, cell type, scope, width, height, and assign it to a style class. For more advanced options, click on the 'Advanced' tab. Then choose whether you want to update the 'current Cell', 'all cells in row', or 'all cells in table'. When you are done adjusting the settings, click on the 'Update' button.

	General Advan	ced				
1	- General propert	ies				
	Alignment	Not set 🔽	Cell type	Data 💌		
	Vertical alignment	Not set ¥	Scope	Not set 💌		
	Width		Height			
	Class		<b>v</b>			
	Update current cell Cancel					

The <sup>31</sup> button will insert a row above the currently selected cell.

- The  $\frac{1}{2}$  button will insert a row below the currently selected cell.
- The  $\implies$  button will delete the row in which the currently selected cell exists.
- The Insert a column to the left of the currently selected cell.
- The m button will insert a column to the right of the currently selected cell.
- The 🗱 button will delete the column in which the currently selected cell exists.
- The 🕮 button will split apart merged cells.
- The 🛄 button will merge selected cells together.

#### K. Layers

The 🖽 will insert a layer into the canvas, like the image shown to the right. This is a free moving layer, and uses absolute positioning. You may drag this layer anywhere on the canvas. Once you have positioned your layer, you may add content into it. Also, you may put a layer on top of a layer. So if you would like to put text in front of a picture, just place a layer on top of the picture, and type the text.

The 🍯 button will bring the layer to the front. The 🗳 button will send the layer to the back.

#### L. Absolute Positioning, Links, Breaks, Symbols

The <sup>to</sup> button will toggle absolute positioning on or off.

The 📟 button will add a link to a selected object. Click on the object you wish to make a link, and a pop-up window will appear. Type in the URL, and leave the Target set to 'Open link in the same window'. You may enter a title and a class. Then click on the 'Update' button.

	Nu
New layer	
-	
Charles Las	

Insert/edit	link	
Link URL		Ē
Target	Not set	•
Title		
Class	Not set 💌	
Insert		Cancel

The 🖛 button will insert a horizontal rule in the canvas.

The  $\Omega$  button will insert a symbol into the canvas. When this button is selected, a pop-up window will appear with a table of symbols. Select the symbol you would like to use, and it will be dropped into the canvas.

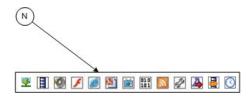
Sel	elect custom character																			
	8		¢	€	£	¥	©	®	тм	‱	μ	•	٠		1	"	§	1	ß	
<	>	«	»	×	'	w.	"	,	"	<	>	$\leq$	$\geq$	_	-	-	-	×	ł	
	i	ż	Ŷ	~	0	-	±	÷	7	×	1	2	з	1⁄4	$\frac{1}{2}$	∛4	f	ſ	Σ	
$\infty$	$\checkmark$	æ	≠	Ξ	Π	-	Π	д	1		а	0	†	‡	À	Á	Â	Ã	Ä	
Å	Æ	Ç	È	É	Ê	Ë	Ì	Í	Î	Ï	Ð	Ñ	Ò	Ó	Ô	Õ	Ö	Ø	Œ	
Š	Ù	Ú	Û	Ü	Ý	Ÿ	Þ	à	á	â	ã	ä	å	æ	Ç	è	é	ê	ë	
ì	Í	î	ï	ð	ñ	ò	Ó	ô	õ	ö	ø	œ	š	ù	ú	û	ü	ý	þ	HTML-Code
ÿ	А	В	Г	Δ	Е	Ζ	Н	Θ	Ι	К	Λ	М	N	Ξ	0	П	Ρ	Σ	Т	
Y	Φ	Х	Ψ	Ω	α	β	γ	ð	ε	ζ	η	θ	I	к	λ	μ	۷	ξ	0	NUM-Code
п	ρ	ς	σ	Т	U	φ	Х	Ψ	ω	←	ſ	<b>_</b>	l	⇔	\$	•	¥	•		

The work button will insert a non-line breaking space into the canvas.

#### M. Guidelines / Visual Controls

The I button will toggle the guidelines and insivible elements on or off.

The  $^{{
m I\!I}}$  button will toggle the visual control characters on or off.



#### N. Adding Multimedia

#### Adding Images

Click the 초 button.

Click the 🔢 button next the the "Image URL" text box. Either find an existing image in the Image Browser's Image Files Repository or upload a new one by clicking on the "Choose Files" button. Once you've located your image, click on the + button to choose it. Click the "Insert" button to add it to the page.

Images						
Upload an Image to the Image File Repository Choose files Image Files Repository Click on the 'plus sign' next to the image to select it. Click on the '-' to delete the image from this window.						
View	Delete	Set	Name	Used By		
P	-	+	Desert848×480_1.jpg	Scene: Athletic Club, Pane: 1 (Backgro Scene: 848 Enlist Now, Pane: 1 (Backgr 3		
P	-	+	athletic_club_header.jpg	Scene: Athletic Club, Pane: 1, Page: 1 ( 2		

#### Edit Image File

To edit an image file Image File, right-click on the Image while it's in the page, or select it in the editor and click the set button.

General Appearance Advanced								
General								
Image URL	/Pane/PageThumbnail/?pageHtml=%3Chtml% 🔃							
Image description								
Title								
Preview								
TreCost Restaurant								

#### Adding Audio/Movies/Flash Animations

Click the or or or button. Click 'Choose files' to upload one or more movies to the repository. Once added to the Repository below, add a width and height, and then click on the button to add the file to the page.

## Flash Files

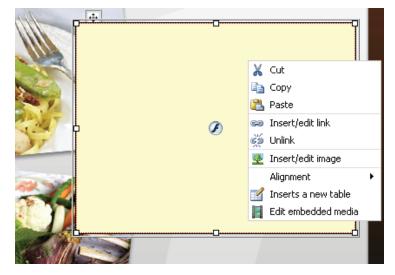
Upload Flash Animations to the Flash Animations Repository Choose files...

#### Flash Animations Repository

Click on the 'plus sign' next to the Flash Animation to add it to your Page. Click on the '-' to de Flash Animation from this window.

View	Download	Delete	Add	Name	Size	Date Modifi
P	Ŧ		+	bg_movie_clip_6.swf	4.31 MB	9/7/2005 7:06 P

To access more advanced options of the Flash File, right-click on it while it's in the page. Here, you may cut, copy, and paste the file. Also, you may change the alignment of the file, or select 'Edit embedded media' (covered in the next screenshot).



In this window, you can preview the file, change the file type, change the URL of the file, and edit the dimensions.

Click on 'Advanced' for more options.

#### **Flash File Advanced Options**

In this window, you can set the file to Auto Play, loop, show the menu, and enable SWLiveConnect.

General Ad	vanced
General ——	
Туре	Flash
File/URL	/scenes/18/3/flash/cingular.swf
Dimensions	320 × 240 Constrain proportions

General Advanced
Advanced
Id Name
Align Not set 💌 Background #000000
V-Space H-Space
- Flash options
Quality Not set 💌 Scale showall 💌
WMode transparent 💟 SAlign Not set 💟
🗹 Auto play 🔽 Loop
Show menu SWLiveConnect
Base
Flashvars

#### Adding a Web Page

- 1. Click on the 🗾 button.
- Type the URL of the web page you would like to add in the text field.
- Enter the width and height that you want the web page to display at on the page.
- When you are ready to add it to the page, click on the + button.

## Web Page

#### Add Web Page To Your Page

Type the URL of the web page you would like to add below. Click on the 'plus sign' to add the web page to your page.

URL: http://	Width: 200	00 px	Height:	130	рх	+

#### Adding Live TV, External Video, and DVD Playback

Before using Live Video, on each of your Smart Terminals, you need to setup the TV Tuner hardware (shown in the Exhibio Hardware Manual or Live Video Setup Guide) and enable Live Video in the Exhibio Setup Utility (shown in the Smart Terminal Software Manual). If using Digital or Analog television you'll also need to associate each Smart Terminal's channel with an Enterprise Live Video Channel preset in the Smart Terminal's edit page.

 To add external video, click on the button.Here you can select between the following video sources: Analog TV or Digital TV, Composite Video Input, S-Video Input, or Internal DVD Player.

#### Analog or Digital Television

- Provided you've scanned for channels on each of your Smart Terminals and associated each of those channels with an Enterprise Channel Preset, you can select from a drop-down of preset channels. Also, you can adjust the Brightness, Contrast, Hue, Saturation, and Sharpness. The default set is 128 for each
- 3. You can change the aspect ratio to a custom configuration, or select Automatic. You can also change the overscan amount.
- 4. Change the volume on the bar. Zero (all the way to the right) is the loudest, and scrolling it to your left will reduce the volume. You can also mute the Audio and enable Closed Captioning.
- 5. Change the width and height of the video's display area within the page.
- 6. If you plan on having a mouse normally plugged into your Exhibio, you can opt to show a toolbar on the TV for direct control of the channel.

Also, you can allow a contextual menu, where you can right-click on the TV feed (only visible on the digital sign) and change all of the attributes discussed above.

#### **Composite or S-Video Input**

- 2. Adjust the Brightness, Contrast, Hue, Saturation, and Sharpness. The default set is 128 for each.
- 3. You can change the aspect ratio to a custom configuration, or select Automatic. You can also change the overscan amount.
- 4. Change the volume on the bar. Zero (all the way to the right) is the loudest, and scrolling it to your left will reduce the volume. You can mute the Audio and enable Closed Captioning.
- 5. Change the width and height that you would like the video to display in the page.
- 6. If you plan on having a mouse normally plugged into your computer, you can opt to show a Live Video toolbar. Also, you can allow a contextual menu, where you can right-click on the Video feed (only visible on the digital sign) and change all of the attributes discussed above.

#### **Internal DVD Player**

- 2. Insert a DVD into the Exhibio Hardware Unit's DVD drive.
- 2. Enter the title and chapter that you would like the DVD playback to start at.
- If you are planning on placing in more than one page into the pane, and would like to have the DVD start, pause, and then start again when the page comes up, check 'Restore Bookmark'.

If you are planning on displaying the DVD in the page in its entirety, then make sure you know the duration of the DVD, and change the page duration to match it.

Live Video								
▼ Video Source								
Source:       Internal DVD Player         DVD Title:								
▶ Audio								
➤ Size								

#### Adding RS232 Commands

- 1. To add an RS232 Command, you can use one of the commands in the 'Preset' drop-down menu.
- 2. Alternately you can create your own command from scratch by clicking on the 📰 button. First give the new command a description. Then fill in the form with each attribute of the command.
- 3. Click on the 'Add Command' button to add it to the page.
- 4. Each time this page is displayed on the sign, it will run this RS232 command.

RS232 Control							
Add RS232 Control Command To Your Page							
Fill out the fields below your page.	Fill out the fields below and click the 'Add Command' button to add an RS232 command to your page.						
Command Preset:	Please choose						
Description:							
Port Name:	COM1 💌						
Command Type:	Hex Command 💌						
Command Text:							
Baud Rate:							
Parity:	None 💌						
Data Bits:							
Stop Bits:	One 💌						
	+ Add Command						

#### Adding RSS/XML Feed

\_\_\_\_

- 1. To add an RSS feed, click on the 🚨 button.
- 2. Click the "Add Feed" button to create a new RSS feed.
- 3. Enter in a name and URL for your RSS feed. If you are looking for RSS feeds on the Internet, then you can just search the Internet for "Free RSS Feeds" or similar search terms.
- 4. Then select a 'Theme'. If you would like to make more advanced changes to the formatting of the text, speed of scroll, formatting of the background, and what will be displayed, expand the appropriate section and make your changes as detailed below.

RSSI	eeds	;					
Add a no + Add Fe RSS Rep	ed	Feed to	the RSS	Feeds Reposito	ry		
				RSS Feed to add it on' to edit the RSS		'-' to delete the RSS Feed fr	rom
View	Edit	Delete	Set	Name	Url	Used By	
P	<b>*</b>	-	+	sample feed	http://www.sample-site.com	Scene: DEMO_hotel_cosi, Par Scene: DEMO_hotel_cosi_1_P	

If you want to add the feed as it is, click on the 'Save' button at the bottom, and skip to step 9.

5. In the "Text Formatting" section you can limit what will be displayed within the RSS feed. Place a check next to what you would like to show. You may also change the font (family, size, color, and typeface), background color, margins, border thickness and color.

RSS Feeds				
Required Properties				
▼ Text Formatting				
Channel Title Channel I	Description Rem Title Rem Date Rem Author Rem Category Rem Description			
Show Channel Ti	tle			
▼ Fonts				
Font Family:	Arial			
Font Size:	30 px			
Fore Color:	#FFFFF			
Background Color:	#A52A2A			
Typeface:	Normal			
Align:	Center 💌			
→ Margins				
▶ Padding				
▶ Border				
▶ Page Formatting				
	Save			

6. In the "Page Formatting" secion you can change the background color, cell padding, and borders.

RSS Feeds	
Required Properties	
▶ Text Formatting	
▼ Page Formatting	
▼ Background	
Background Color: #DEB887	
▶ Padding	
► Border	

7. In the "Other Properties" section you can set the feed layout to either paragraph or condensed. You can also change the speed of the scroll, when it will be updated, number of items per page, page duration, number of items, max character limit, display of images, and the presence of HTML.

▼ Other Properties				
- Layout				
O Paragraph:- Display the text in paragraph format with breaks between sections.				
O Condensed:- Display the text as one long line with no breaks between sections. (useful when creating text crawls and horizontally scrolling tickers)				
Behavior & Limits				
Feed Scrolling: None Speed: Medium 🛩				
Update Feed Every: 30 minutes				
Number of Items per Page: 0 (0 = all items on one page) - If you enter a number greater than zero, the				
display of the RSS Items will be broken up into multiple 'pages'.				
Item Page Duration: 30 seconds - The number of seconds between page transitions. Only applicable if				
you entered a number greater than zero in the 'Number Of Items Per Page' field above.				
Maximum Number Of Items: 0 (0 = unlimited items) - The number of items to fetch from the RSS Feed.				
Any items beyond this number will not be displayed. NOTE: This setting has no effect when the 'Number Of				
Items Per Page' setting above is greater than 0.				
Description Character Limit: 0 characters (0 = unlimited length) - The maximum number of characters				
to display in an item description. If the number of characters in a description exceeds this number the				
description will be truncated and followed by an elipsis (). WARNING: This will also remove any HTML markup that may be included in the feed description.				
Show Images: 🗹 - Unchecking this will cause all images in the description to be hidden.				
Remove HTML markup: 🔲 - Checking this box will cause all HTML markup to be removed from the item				
Save Cancel				

- 8. Click the "Save" button to save your new RSS feed.
- Find your feed in the RSS Repository and click the to it. Adjust the feed width and height, then click "Insert" to add the RSS feed to your page.

nsions	×
400 px	
300 px	
Insert C	ancel
	300 px

#### Adding Scrolling Text

- 1. To add a custom scrolling text area, click on the Abutton.
- 2. Click the "Add Widget" button to create a new Scrolling Text Widget.
- 3. Type in a name for the text widget.
- 4. In the 'Text Content' area, type the text which you would like to appear in the widget.
- Use the 'Text Properties' to change the following:
   ✓ Font type, size, and alignment

- Text Shadow and color
- Foreground color
- Enable gradient
- Background color
- Scrolling Speed (pixels per second)
- And scrolling direction (Right to Left, Left to Right, Up or Down).
- 6. When complete, click on the 'Save' button towards the bottom right. It will then be added to the repository.

Scrolling Text	
▼ Required Properties	
Text Widget Name	
cosi scrolling text	
Text Content	
Club Lounge Closure: From June 16, 2009 through August 15, 2010, the Club Lounge will be closed for renovation. Parking Garage Closure: From July 13, 2010 to January 15, 2011, the parking garage will be closed. Valet Parking will be available.	
Text Properties	
e parking garage will be clos	ed.
Save -	Cancel

7. Once added to the repository, click on the + button, adjust the Widget's width and height, and click on "Insert" to add it to your page.

Scrolling Text						
Add a new Scrolling Text Widget to the Scrolling Text Repository + Add Widget						
<b>Scrolling Text Repository</b> Click on the 'plus sign' next to the Scrolling Text Widget to add it to your page. Click on the '-' to delete the Scrolling Text Widget from this window. Click on the 'pencil icon' to edit the Scrolling Text Widget.						
View	Edit	Delete	Set	Name	Used By	
р	1	-	+	cosi scrolling text	Scene: DEMO_hotel_cosi, Pane: 4 Scene: DEMO_hotel_cosi_1. Pane: 4	

#### Adding Streaming Video

- 1. To add streaming video, click on the 📕 button. A new window, "Streaming Video Window," will open.
- 2. From the "Video Type" drop-down menu, select the format of streaming video you will be adding. Details for each format will be displayed below the drop-down menu when you have selected the appropriate format.
- 3. Enter the URL for the streaming video's location into the "URL" field.
- 4. Enter the desired size (in pixels) into the "Width" and "Height" fields.
- 5. To see how the video will be displayed, click the "Preview" button. A new window will open displaying how the streaming video will appear on the pane.
- 6. Once the streaming video parameters are at your desired settings, click the "Add To Page" button. The video will automatically loop.

Streaming Video					
Add A Streamir	ng Video To Your Page				
Select the type of video you are adding. Type the video's URL. Enter the width and height you would like it to appear at on the screen. Click the "Add To Page" button to add the video to your page.					
Video Type:	YouTube Video 💌				
	This video type allows you to play a YouTube video on the running sign.				
URL:					
Width:	рх				
Height:	рх				
	Preview Add To Page				

#### **Date and Time**

- 1. To add the current date and/or time, click on the  $\fbox$  button.
- 2. As you make changes to the date and time, you will see a preview of your choices at the bottom of the "Date and Time" window.
- 3. Select the format for how you want the date and time to appear from the drop down menus under "Date Time Formatting."
- 4. Select how you would like the date and time text to appear from the drop down menus under "Text Properties."
- 5. To change the size of how the date and time will be displayed, enter the dimensions (in pixels) under "Dimensions."
- 6. Once the date and time options are correct, click the "Add Widget" button in the lower right hand corner of the "Date and Time" window.

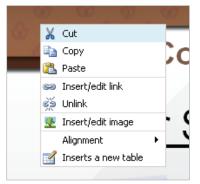
<ul> <li>Add an Auto-Updating Date Time Widget to Your Page</li> <li>Date Time Formatting</li> <li>Show the long date and the time with seconds .</li> <li>Text Properties</li> <li>Font: Arial 36 pt Normal Left </li> <li>Foreground Color: #00000</li> <li>Background Color: Transparent</li> <li>Dimensions</li> <li>Width: 580 pxHeight: 110 px</li> </ul>	Date and Time
Show the long date and the time with seconds . Text Properties Font: Arial 36 pt Normal Left Foreground Color: #000000 Background Color: Transparent Dimensions Width: 580 px Height: 110 px	▼ Add an Auto-Updating Date Time Widget to Your Page
Text Properties Font: Arial  36 pt Normal  Left  Foreground Color: #000000 Background Color: Transparent Dimensions Width: 580 pxHeight: 110 px	Date Time Formatting
Font: Arial   Midth: 36   pt Normal   Normal Left   Enclose Color: Enclose Color: Transparent Dimensions Width: 580 pxHeight: 110 px	Show the long date and the time with seconds .
	Font:       Arial       Image: State Stat
Friday May 27, 2011 3:31:40 PM	

#### **Canvas Editing**

The Canvas is embedded with many right-click features, making editing or changing properties quick and easy.

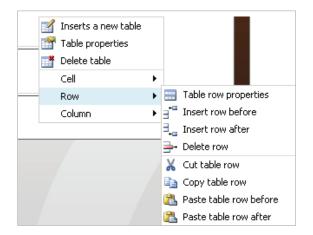
#### **Canvas Options**

If you right-click anywhere on the canvas, you will receive the following contextual menu. From here, you can 'Cut', 'Copy', 'Paste', and 'Insert a new table'.



#### **Table Options**

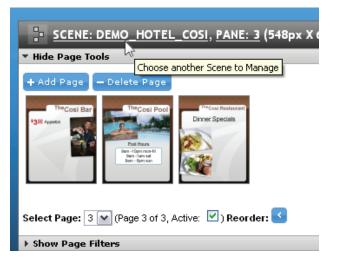
If you right-click anywhere on a table, you will receive the following contextual menu. From here, you can 'Cut', 'Copy', Paste', 'Cut table row', 'Copy Table Row', 'Paste table row before', 'Paste table row after', 'Insert a new table', adjust 'Table Properties', adjust 'Table cell properties', 'Delete table', adjust 'Table row properties', 'Insert row before', 'Insert row after', 'Delete row', 'Insert column before', 'Insert column after', 'Remove column', 'Split merged table cells', and 'Merge table cells.' Every attribute of editing the table properties may be managed by right-clicking right on the table.



#### Switch to Different Scene

To quickly switch to a different scene from the Page Editor, do the following:

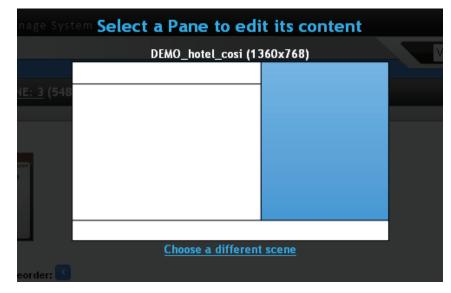
- 1. Click on the underlined scene name at the upper left corner.
- 2. Select the scene you wish to switch to.
- 3. Select the pane you wish to edit.
- 4. Click "Save & Switch" to save the changes you've made to the current pane, or click "Just Switch" to go to the new scene without saving your changes.



#### Switch to Different Pane

To quickly switch to a different pane in the same scene from the Page Editor, do the following:

- 1. Click on the underlined Pane name at the upper left corner.
- 2. Select the pane you wish to switch to.
- Click "Save & Switch" to save the changes you've made to the current pane, or click "Just Switch" to go to the new pane without saving your changes.



#### Rename a Scene

- 1. Click the 'Scenes' link in the main menu.
- 2. Click the "Rename" (pencil) icon to the left of the scene you wish to change.
- 3. Enter your new scene name and description in the text boxes.
- 4. Click the Save button.

SCENE: DEMO_HOT	EL_COSI - RENAME	
Scene Information-		
Enter a Name	DEMO_hotel_cosi	
Enter a Description		
		Save Cancel

### **Copy Existing Scene**

- 1. Click the 'Scenes' link in the main menu.
- 2. Click the "Copy" icon to the left of the scene you wish to copy.
- 3. Give your copied scene a name and click the Save button.

#### **Deleting an Existing Scene**

- 1. Click the 'Scenes' link in the main menu.
- 2. Click the "Delete" (minus) icon to the left of the scene you wish to remove.
- 3. Press 'OK' if you are sure that you want to delete the selected scene. If you are not sure, press 'Cancel'.

## LAYOUTS

With the Exhibio System, you can generate your own custom layouts, cutting the screen up into your own panes. A selection of pre-defined layouts and ones that you create and upload to the system will be presented as options when creating a new Scene.

## **View Existing Layouts**

- 1. To view all layouts that exist in the Enterprise server, including ones that you have uploaded, click on 'Layouts' in the main menu.
- 2. A full list of layouts will appear under 'View & Download Layouts'.
- 3. Initially, over 2000 layouts will be listed, since they are designed for multiple aspect ratios and resolutions. To filter the list, click the Search icon in the bottom-left corner of the table and follow the instructions.
- 4. To view a layout, click the 'View' icon to the left of the desired layout. A popup will appear. Click the 'X' in the top-right corner to close this popup when done.

## **Create Layouts**

Click on 'Layouts' in the main menu, and then click on 'Create Layouts' to download the Exhibio Layout Creator. Once the software is downloaded and installed, it will automatically launch on your computer.

🖀 Layout Creator - New Layout	_ 🗆 🔀
<u>Eile E</u> dit <u>V</u> iew <u>H</u> elp	
🗄 🗋 New 💕 Open 🚽 Save	
Layout Details	- 18
ld: new_layout	- 13
Name: New Layout	- 8
Resolution: Width: 800px, Height: 600px	- 83
Panes: OAdd CRemove	- 83
Id Width Height Top Left	- 8
	- 13
	- 83
B	- 83
18	- 8
	- 13
Layout Errors:	- 83
# Details	- 83
1 It appears that your panes don't fill th	- 8
2 The calculated layout resolution doe	- 13
B	- 83
B	- 13
	- 8

To create a new layout, please do the following:

- 1. Provide an ID and a Name for your layout. Ensure that you use no spaces in the ID field.
- 2. Select the resolution from the Resolution drop-down Box. You will want to select the resolution that your Exhibio Smart Terminals are currently running at to ensure it will fill the screen, edge to edge.
- 3. Click on the 'Add' button which will place a new pane into the editor. This will show you the current width, height, and position from the top and left.
- 4. To change the width, height, and position of the pane; change the attributes on the left side. Type in the width and the height of your new pane. Then, if you want it to be exactly at the top left, change the Top to 0 as well as the Left to 0.

Pane 1 - Width: 300px, Height: 300px, Top: 10px,

Left: 10px

Panes:	🔾 Add	🔁 Remo	ve	
ld	Width	Height	Тор	Left
1	400	300	10	10

 Add another pane, and adjust accordingly. If there are any overlaps, errors will be displayed in the bottom left area, under 'Layout Errors'. Before you can save your layout, you must correct any errors that exist.

For example, in the case below, Pane 3 overlaps Pane 2. This is corrected be changing the top position of Pane 3. It should be 400, rather than 300. Once that's changed to 400, the error will go away, and the new layout can be saved.

Lay	out Details					
ld:	cosi	hotel				
Nam	e: cosi_	cosi_hotel			Pane 1 - Width: 812px, Height: 97px, Top: 0px, Left: 0px	Pane 3 - Width: 548px, Height: 680px, Top: 0px,
		h: 1360px,		88рх 💌	Pane 2 - Width: 812px, Height: 583px,	Left: 800px
Pan	es: 🜔 Add	d 🗔 Rem	ove	_	Top: 97px, Left: 0px	
ld	Width	Height	Тор	Left		
1	812	97	0	0		
2	812	583	97	0		
3	548	680	0	800		
Lay	out Errors:					
#	Details					
1	Pane 3 ov	erlaps wit	h Pane 1			
				2.		l
2 3	-		panes d	on't fill th		

6. The layout illustrated below has no errors, and it fills the screen from edge to edge. Now it's ready to be saved, and uploaded to the Enterprise Manager. To save the pane, click on the Save button towards the top (or File -> Save). The layout will be automatically named by the ID you initially typed in. Save this in a location that you will be able to easily access later. Once you've saved your Layout, go back to the Enterprise Manager so it may be uploaded.



7. Go back to the 'Layouts' section of the Enterprise Manager. Then under 'Upload Custom Layout' click 'Browse' and locate your new layout. Click on the 'Open' Button, and then click on the 'Upload' button. It will be added to the 'Scenes' area of the Enterprise Manager, so you can use the new layout in a new scene.

## **Edit Existing Layout**

- 1. Click on 'Layouts' in the main menu.
- 2. Under the 'View & Download Layouts' table, click the 'Download' icon next to the layout you wish to download and edit. Then save it to a directory that you will be able to easily access later.

🐣 View & Download Layouts							
View	Download	Name	Resolution	Aspect Ratio	Landscape	Portrait	Cust
P	<b>I</b>	Cosi Hotel	1360×768	16:9	×		<ul> <li>Image: A start of the start of</li></ul>

- 3. When the download is complete, go to 'Start' -> 'Programs' -> 'Exhibio LLC' -> 'Layout Creator' on your machine, or click the 'Create Layouts' section the Manage Layouts view.
- 4. In the Exhibio Layout Creator, click on the 'Open' Button (or File -> Open).
- 5. Browse for the file that you just saved, select it, and click on the 'Open' Button. It will then pull in the layout you wish to change/edit. Make your changes, change the ID and Name, and then save your layout.
- 6. Go back to the 'Layouts' section of the Enterprise Manager. Then, click on the 'Browse' button under 'Upload Custom Layout'.
- Locate your new layout file and select it. Click on the 'Open' Button, and then click on 'Upload'. It will be added to the 'Scenes' area of the Enterprise Manager, so you can use that new layout in a new scene.

Upload Custom Layout

Using the Layout Creator, save your custom layout to disk. Then upload the file here.

## **SCHEDULE**

The Exhibio built-in scheduling feature allows you to schedule scenes to play at any time in the future. A scene can be scheduled to begin at any time (in one minute increments) and will play indefinitely until another scene is scheduled to take its place.

The calendar shows the days of the week and will automatically open in the Timeline view, with today's date on the far left. Clicking the tabs in the upper right will change between the Day, Week, Month, and Timeline views.

## The Schedule

With the Enterprise system, you can schedule both single scenes and playlists, and can choose which Smart Terminals to play selected content on. A single scene will begin playing at a specified start time, and will continue playing until something else is scheduled to replace it. A playlist is a series of scenes, each with its own duration, which play in a loop. The playlist will continually loop through its scenes until another single scene or playlist is scheduled to replace it. Additionally, you can set the following repetition frequencies for your selected schedule type.

Frequency	Description
One Time Only	Schedules the scene once, as a 'one time only' event.
Daily	Check off Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, and/or Saturday. The scene will begin playing at the specified time on the selected days.
Weekly	Every 'X' week on a specified day within the week. Thus, you can play a scene every 2 weeks on Wednesdays.
Monthly	<ul> <li>You may schedule one of the two types:</li> <li>Every 'X' Months. For example, every 4 months.</li> <li>The (First, Second, Third, Fourth, Last), (Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday) of 'X' month. For example, 'The First Tuesday of every 1 month'.</li> </ul>

By default, the Schedule will display all scenes and playlists currently scheduled in the Enterprise system on all of the Smart Terminals. To see what is scheduled to play on a specific ST, select the ST's name from the drop-down menu next to the words "Only show Scheduled Items For". Each scheduled event can be edited or deleted by clicking the link to the event in the schedule.

## Scheduling a Scene or Playlist

- 1. Click on 'Schedule' in the main menu.
- 2. Click on the +Add item button in the upper left to add a new scene or playlist to the schedule. Both procedures are found below:

HANAGE SCHEDULE									
+ Add item - Clear entire schedule									
5 📣 🕂	/27/2010 - 6/2/20	10			Day	Week	Mo	inth	Timeline
Only show Sch	eduled Items for	Please choose	🖌 🗸 Unapply Fi	lter					
<b>Thursday</b> 5/27/2010	Friday 5/28/2010	Satur day 5/29/2010	Sunday 5/30/2010		<b>Monday</b> /31/2010	Tuesday 6/1/2010	-		<b>dnesday</b> /2/2010
6:00 AM - Queens College	6:00 AM - Queens College	6:00 AM - Queens College	6:00 AM - Queens College	6:00 A Colleg	\M - Queens Ie	6:00 AM - Qu College	Jeens	6:00 A College	M - Queens e
7:00 AM - 848 Campus Bulletin Board	7:00 AM - 848 Campus Bulletin Board				\M - 848 us Bulletin	7:00 AM - 84 Campus Bull Board			M - 848 Is Bulletin
1:00 PM - 848 Shop Floor					M - 848 graphers	1:00 PM - 84 Shop Floor	8	3:18 P Enlist	M - 848 Now
2:00 PM - 848 Enlist Now						2:00 PM - 84 Enlist Now	8		M - 848 × Hotel
						3:24 PM - 84 Sphynx Hote			
Color Key: 🚺 = r	nonthly item 📕 =	weekly item 📕 =	daily item 📕 = o	ne-tim	e only item				
			Enterprise Versio ht 2004-2011 <u>Exhib</u>						

## Item Type: Scene

- 1. Next to 'Item Type', select the option for 'Scene'.
- 2. Select the name of the scene you want to schedule from the 'Scheduled Scene' drop-down menu.
- 3. Select a scheduled time to start, and frequency.
- 4. For one-time only events, select the date for the scene to play.
- 5. For daily, weekly, and monthly events, complete the additional options and select the date for the first occurrence of the item in the Schedule.
- 6. To schedule this scene for all Smart Terminals, choose "on All Smart Terminals" in the last drop-down menu. For instructions on choosing specific Smart Terminals, please read the section called Scheduling for Specific Smart Terminals, below.
- 7. Click on the Save button when you are done.

## Item Type: Playlist

- 1. Next to 'Item Type', select the option for 'Playlist'.
- 2. Type in a name for the playlist.
- 3. If you would like to make a copy of an existing playlist on the Enterprise system, choose Clone Another Playlist and select its name from the drop-down menu. Then continue to step 5 below. Otherwise, select Create New Playlist and go to step 4.
- 4. Click the Add Item button and select a scene from the drop-down menu. Type in the duration that you would like this scene to play (in minutes, minimum of 2). Repeat this step to add additional scenes to your playlist. You can reorder the scenes within the playlist by clicking on each entry and dragging it up or down
- 5. Select a scheduled time to start, and frequency.
- 6. For one-time only events, select the date for the scene to play.
- 7. For daily, weekly, and monthly events, complete the additional options and select the date for the first

occurrence of the item in the Schedule.

- 8. To schedule this scene for all Smart Terminals, choose "on All Smart Terminals" in the last drop-down menu. For instructions on choosing specific Smart Terminals, please read the section called Scheduling for Specific Smart Terminals, below.
- 9. Click on the Save button when you are done.

	LED ITEM	
-1. Choose an item	to schedule	
Item Type	Scene 💌	
Scheduled Scene	Please choose	
-2. Choose the time	and dates for the item to play	
Scheduled Time	01 💌 : 22 💌 PM 💌	
Frequency	one-time only 💌	
Scheduled Date	05/27/2010	
0. Ohaana which 0.	u sut Taunsin ala thia itaus will diaulass an	
-3. Choose which Sr Display item on all Sr	nart Terminals this item will display on nart Terminals	
		Resolution
Display item on all Sr	nart Terminals	<b>Resolution</b> 848×480
Display item on all Sr	nart Terminals   Description	
Display item on all Sr Name dsfsdfds	nart Terminals  Description  dfsf	848×480
Display item on all Sr Name dsfsdfds Enterprise Client 1	nart Terminals           Description           dfsf           Enterprise Client 1 Description	848×480 848×480
Display item on all Sr Name dsfsdfds Enterprise Client 1 Enterprise Client 10	mart Terminals	848x480 848x480 848x480
Display item on all Sr Name dsfsdfds Enterprise Client 1 Enterprise Client 10 Enterprise Client 2	nart Terminals	848x480 848x480 848x480 848x480 848x480
Display item on all Sr Name dsfsdfds Enterprise Client 1 Enterprise Client 2 Enterprise Client 3	nart Terminals	848x480 848x480 848x480 848x480 848x480 848x480 848x480
Display item on all Sr Name dsfsdfds Enterprise Client 1 Enterprise Client 10 Enterprise Client 2 Enterprise Client 3 Enterprise Client 4	mart Terminals	848x480 848x480 848x480 848x480 848x480 848x480 848x480 848x480
Display item on all Sr Name dsfsdfds Enterprise Client 1 Enterprise Client 2 Enterprise Client 3 Enterprise Client 4 Enterprise Client 5	mart Terminals	848×480 848×480 848×480 848×480 848×480 848×480 848×480 848×480 848×480
Display item on all Sr Name dsfsdfds Enterprise Client 1 Enterprise Client 2 Enterprise Client 3 Enterprise Client 4 Enterprise Client 5 Enterprise Client 6	Description         dfsf         Enterprise Client 1 Description         Enterprise Client 10 Description         Enterprise Client 2 Description         Enterprise Client 3 Description         Enterprise Client 4 Description         Enterprise Client 5 Description         Enterprise Client 5 Description         Enterprise Client 6 Description	848×480 848×480 848×480 848×480 848×480 848×480 848×480 848×480 848×480 848×480

For each scheduled item, a block will appear in the calendar view showing the item's name and start time. The block will be color-coded to signify the frequency of this item in the Schedule. A Color Key is available at the bottom of the calendar (green = monthly, orange = weekly, blue = daily, red = one-time). Please note that the blocks will only appear in the day or hour in which the item is scheduled to start playing. The item will, however, continue to play until another item is scheduled to begin.

### **Scheduling for Specific Smart Terminals**

The default option when scheduling a scene or playlist is to have it play on all Smart Terminals, and therefore, on all screens on the network. Filtering enables you to target your content to specific Smart Terminals and their displays.

When scheduling a scene or playlist, please follow the steps listed on the previous pages. When you reach

the menu that says "Choose which Smart Terminals this item will display on", continue here:

### To display the scene or playlist on Specific Smart Terminals, follow the steps below:

- 1. Next to 'Display Item', select 'on Specific Smart Terminals'.
- 2. Click 'Select Smart Terminals'. A popup will appear.
- 3. The item will play on all STs listed on the left side of the popup menu. To move an ST from the right side to the left, click the plus (+) sign next to the ST name. To deselect it, click the minus (-) sign next to the name. Typing in the text box that appears in the popup menu will allow you to search for specific ST names.
- 4. Click OK when done.
- 5. Every ST that you've selected will be listed in a table below 'Select Smart Terminals'. If an ST name appears in red, the unit's display resolution does not match that of the scene or playlist being scheduled, and the item will not play on this ST.
- 6. Click Save at the bottom of the page when done.

### To select Smart Terminals using tags, follow the steps below:

- 1. Next to 'Display Item', select 'by tag or combination of tags'.
- 2. Select either Tagged or Not Tagged from the first drop-down menu to either select or eliminate specific tags.
- 3. In the second drop-down menu, choose the tag that you are referencing.
- 4. Click the plus (+) sign to add additional tags to your filter
- 5. Every ST that matches all of your filters will be listed below. If an ST name appears in red, the unit's display resolution does not match that of the scene or playlist being scheduled, and the item will not play on this ST.
- 6. Click Save at the bottom of the page when done.

## **Edit Scheduled Item**

From the calendar view of the schedule, click on the name of a scheduled item. Then, make your desired changes and click on the Save button. For help with the edit menus, please see the section of this manual titled "Scheduling a Scene or Playlist".

## **Delete Scheduled Item**

From the calendar view of the schedule, click on the name of the scheduled item you wish to delete. The Edit options will appear. To fully delete this item and all its occurrences from the schedule, click the Delete button at the bottom of the page.

## **Clearing Entire Schedule**

To clear all items from your schedule, first go into one of the calendar views of the schedule. Then, click on the **-** Clear entire schedule button and click the 'OK' button to confirm the deletion. This action cannot be reversed and will remove all scheduled items across all Smart Terminals on the system.

## **EMERGENCY ALERTS**

The Enterprise Manager includes a function that allows you to place an emergency alert on your display with just a few clicks. Customizable settings including color, text size, visual effects and sound effects can be set by clicking on the "Alert Configuration" icon in the Setup Utility of each Smart Terminal. You must connect directly to the ST or via VNC to modify these settings.

The Emergency alert is formatted on the screen with a single-line, black background, yellow text Title at the top, a multi-line, white background, black text, Message area underneath and flashing red sidebars with caution icons on the left and right. If the text you enter for the Alert title or Alert message is too long to be displayed on screen they will automatically be animated so all of the text can be read. The Alert will also, by default, play a repeating "Alarm" sound if you have speakers connected to your system.



## **Placing an Emergency Alert**

- 1. Click the 'Emergency Alerts' link in the main menu.
- 2. Create a Title for the alert.
- 3. Add the message text that you wish to display in the alert.
- 4. Select which Smart Terminals to display the alert on. If you wish to play it across all STs, select 'on all Smart Terminals' from the drop-down. For instructions on selecting specific STs by name or tags, read the section immidiately following step 5 below.
  Click the 'Bun Alert' button to push the alert to the selected STs. The alert will being displaying on

Click the 'Run Alert' button to push the alert to the selected STs. The alert will being displaying on the selected STs after the alert data is synchronized. Sync times may vary based on the number of STs on the system and network speed. The message will be displayed using the visual and audio settings defined in the "Alert Configuration" of the Setup Utility of each ST.

5. The Alert Status section will display the word 'Running', and a notice will appear near the top of the Enterprise Manager window.

Alert Status —							
	Stopped						
-1. Enter Alert Co	ntent						
Title:	Emergency demo						
Message:	EMERGENCY!						

### To display the Emergency Alert or playlist on Specific Smart Terminals, follow the steps below:

- 1. Next to 'Display Alert', select 'on Specific Smart Terminals'.
- 2. Click 'Select Smart Terminals'. A popup will appear.
- 3. The alert will play on all STs listed on the left side of the popup menu. To move an ST from the right side to the left, click the plus (+) sign next to the ST name. To deselect it, click the minus (-) sign next to the name. Typing in the text box that appears in the popup menu will allow you to search for specific ST names.
- 4. Click OK when done.
- 5. Every ST that you've selected will be listed in a table below 'Select Smart Terminals'.
- 6. Click 'Run Alert' at the bottom of the page when done.

### To select Smart Terminals using tags, follow the steps below:

- 1. Next to 'Display Alert, select 'by tag or combination of tags'.
- 2. Select either Tagged or Not Tagged from the first drop-down menu to either select or eliminate specific tags.
- 3. In the second drop-down menu, choose the tag that you are referencing.
- 4. Click the plus (+) sign to add additional tags to your filter
- 5. Every ST that matches all of your filters will be listed below.
- 6. Click 'Run Alert' at the bottom of the page when done.

-2. Choose which Smart Termina	Is this Alert will display on
Display Alert on all Smart Terminals	
Name	Description
Enterprise Client 1	Enterprise Client 1 Description
Enterprise Client 10	Enterprise Client 10 Description

## Changing an Emergency Alert

- 1. To change the text of an Alert that is currently running, click the 'Emergency Alerts' link in the main menu.
- 2. Edit the message text or title.
- 3. Click the 'Update Message' button.

## **Stopping an Emergency Alert**

- 1. To stop an Alert from running on your display, click the 'Emergency Alerts' link in the main menu.
- 2. Click the 'Stop Alert' button.
- 3. The Alert Status section will say 'Stopped' and the Emergency Alert notice at the top of the Enterprise Manager window will disappear.

## **ADVERTISING CAMPAIGNS**

An Exhibio Advertising Campaign involves the creation and coordination of a series of advertisements around a particular theme to promote a product or service. The Enterprise Manager allows you to create advertising campaigns that can be associated with any page. These pages can serve as vehicles for delivering dynamic and easily created advertising content.

Information Reports							
Add New Advertising Campaign							
Edit	Delete	Campaign Name	Campaign Description	Account Name	Edit Account		
1	-	Campaign 1	Description for Campaign 1.	Account 1	1		
ø	-	Campaign 2	Description for Campaign 2.	Account 1	<i>•</i>		

## **Campaigns & Accounts**

## Add New Campaign

- 1. Click on 'Advertising & Reporting' in the main menu.
- 2. Click on 'Add New Advertising Campaign' or its associated icon.
- 3. Select an existing account or add a new one. Accounts are used for grouping campaigns, and could be the name of an advertiser, for example.
- 4. Finally, give the new campaign a name and description. A campaign is a collection of advertisements with a common theme that appear on your Exhibio digital signage network.

## **Edit Existing Campaign**

1. Click on 'Advertising & Reporting' in the main menu.

ADD NEW CAMPAIGN	
-Account Information-	
• Existing Account	Please choose 💌
○New Account	
-Campaign Informatio	n
Campaign Name	
Campaign Description	
	Save

- 2. Under 'Edit & Delete Campaigns' click the Edit icon next to the campaign you wish to edit.
- 3. Change either the name of the campaign, its description, or the account it is associated with.

## Delete Existing Campaign

- 1. Click on 'Advertising & Reporting' in the main menu.
- 2. Under 'Edit & Delete Campaigns' click the Delete icon next to the campaign you wish to remove.
- 3. Click 'OK' to confirm the deletion.
- 4. If this was the only Campaign associated with a specific Account, that Account will be deleted as well.

### Edit Account Name

- 1. Click on 'Advertising & Reporting' in the main menu.
- 2. Under 'Edit & Delete Campaigns' click the Edit Account icon on the far right-hand column next to the Account you wish to edit.
- 3. Change the name of the account, and click on the Save button.

EDIT ACCOUNT PROPERTIES			
Account Information			
Account Name	Account 1		
			Save Cancel

## Adding an Advertisement to a Campaign

- 1. To add an advertisement to a previously-created campaign, first click on 'Scenes' in the main menu.
- 2. Click 'Create & Manage Content', and select the scene you wish to add your advertisement to.
- 3. Click on the pane which holds the page you need to start reporting on.
- 4. If multiple pages exist, select the page that has the advertisement on it, or the one that you will be adding the advertisement to.
- 5. Click on 'Show Campaign Settings'.
- 6. Select the account under which your campaign resides.
- 7. Select the campaign from the drop-down menu.
- 8. Type in the name you would like the advertisement to be called.
- 9. Click on the + button to add the campaign to this page.
- 10. Click the Save button at the bottom of the screen. Campaign reporting will now track all instances of this page appearing on your displays.

## **Campaign Reports**

With the Exhibio Campaign Reports, you can review reports by campaign or by account. Also, you can export the full log files as a comma separated value (.csv) file and open them directly into Microsoft Excel.

### View Reports by Campaign

- 1. Click on 'Advertising & Reporting' in the main menu.
- 2. Click the 'Reports' tab.
- 3. Under 'View Reports By Campaign', input a start date and end date for which you would like to run the report.
- 4. Click on the drop-down menu labeled 'Please choose...' and select the campaign to generate the report.
- 5. Next, you will see the number of impressions that campaign made. If you require a log file, click on

the 'Log Files' button which will show a list of log files compatible with Microsoft Excel.

### **View Reports by Account**

- 1. Click on 'Advertising & Reporting' in the main menu.
- 2. Click the 'Reports' tab.
- 3. Under 'View Reports By Account', input a start date and end date for which you would like to run the report.
- 4. Click on the drop-down menu labeled 'Please choose...' and select the account to generate the report.
- 5. Next, you will see the number of impressions for each advertisement listed under the account. If you require a log file, click on the

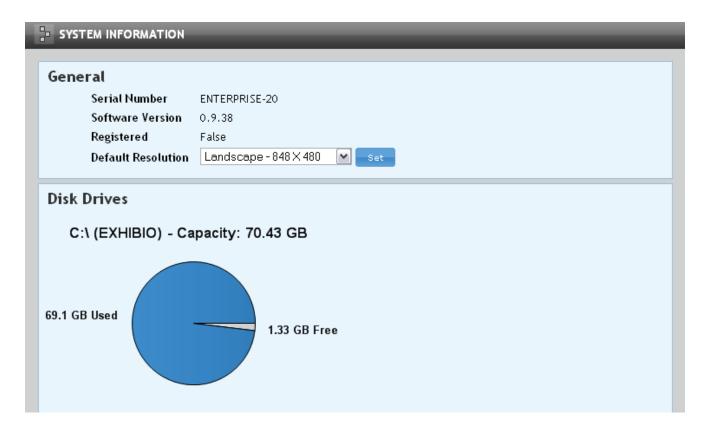
Log Files button, which will show a list of log files compatible with Microsoft Excel.

MAN	IAGE CAMPAIGNS
Informat	ion Reports
	View Reports By Campaign 1. Choose start date 2. Choose end date
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## SYSTEM INFORMATION

System Information reports critical information from the Exhibio Enterprise Server back to the Enterprise Manager for viewing. The following information is reported:

Serial Number	Displays the serial number of the device.
Software Version	Displays the Enterprise Server's current Exhibio software version number.
Registered	Displays the Enterprise Server's registration status.
Display Resolution	Reports the default video resolution for new scenes created by the system. To modify this, choose a new resolution from the drop-down menu and click the 'Set' button.
Disk Drives	Shows the integrated Exhibio Hard Drive for storing content locally. If you've added a USB drive, it will be reported as well. This area reports free space and used space.



## **EXHIBIO HELP**

Links to Exhibio manuals and guides are available through the 'Help' icon in the top-right of the main Enterprise Manager menu. Links to support information and a suggestion form can also be found here.

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"Source code" for a work means the preferred form of the work for making modifications to it. For a library, complete source code means all the source code for all modules it contains, plus any associated interface definition files, plus the scripts used to control compilation and installation of the library.

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d) If a facility in the modified Library refers to a function or a table of data to be supplied by an application program that uses the facility, other than as an argument passed when the facility is invoked, then you must make a good faith effort to ensure that, in the event an application does not supply such function or table, the facility still operates, and performs whatever part of its purpose remains meaningful.

(For example, a function in a library to compute square roots has a purpose that is entirely welldefined independent of the application. Therefore, Subsection 2d requires that any applicationsupplied function or table used by this function must be optional: if the application does not supply it, the square root function must still compute square roots.)

These requirements apply to the modified work as a whole. If identifiable sections of that work are not derived from the Library, and can be reasonably considered independent and separate works in themselves, then this License, and its terms, do not apply to those sections when you distribute them as separate works. But when you distribute the same sections as part of a whole which is a work based on the Library, the distribution of the whole must be on the terms of this License, whose permissions for other licensees extend to the entire whole, and thus to each and every part regardless of who wrote it.

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Finally, any free program is threatened constantly by software patents. We wish to avoid the danger that companies distributing free software will individually obtain patent licenses, thus in effect transforming the program into proprietary software. To prevent this, we have made it clear that any patent must be licensed for everyone's free use or not licensed at all.

Most GNU software, including some libraries, is covered by the ordinary GNU General Public License, which was designed for utility programs. This license, the GNU Library General Public License, applies to certain designated libraries. This license is quite different from the ordinary one; be sure to read it in full, and don't assume that anything in it is the same as in the ordinary license.

The reason we have a separate public license for some libraries is that they blur the distinction we usually make between modifying or adding to a program and simply using it. Linking a program with a library, without changing the library, is in some sense simply using the library, and is analogous to running a utility program or application program. However, in a textual and legal sense, the linked executable is a combined work, a derivative of the original library, and the ordinary General Public License treats it as such.

Because of this blurred distinction, using the ordinary General Public License for libraries did not effectively promote software sharing, because most developers did not use the libraries. We concluded that weaker conditions might promote sharing better.

However, unrestricted linking of non-free programs would deprive the users of those programs of all benefit from the free status of the libraries themselves. This Library General Public License is intended to permit developers of non-free programs to use free libraries, while preserving your freedom as a user of such programs to change the free libraries that are incorporated in them. (We have not seen how to achieve this as regards changes in header files, but we have achieved it as regards changes in the actual functions of the Library.) The hope is that this will lead to faster development of free libraries.

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(For example, a function in a library to compute square roots has a purpose that is entirely welldefined independent of the application. Therefore, Subsection 2d requires that any applicationsupplied function or table used by this function must be optional: if the application does not supply it, the square root function must still compute square roots.)

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#### ZLIB

#### ZLIB DATA COMPRESSION LIBRARY

zlib 1.2.3 is a general purpose data compression library. All the code is thread safe. The data format used by the zlib library is described by RFCs (Request for Comments) 1950 to 1952 in the files http://www.ietf.org/rfc/rfc1950.txt (zlib format), rfc1951.txt (deflate format) and rfc1952.txt (gzip format). These documents are also available in other formats from ftp://ftp.uu.net/graphics/png/documents/zlib/zdoc-index. html

All functions of the compression library are documented in the file zlib.h (volunteer to write man pages welcome, contact zlib@gzip.org). A usage example of the library is given in the file example.c which also tests that the library is working correctly. Another example is given in the file minigzip.c. The compression library itself is composed of all source files except example.c and minigzip.c.

To compile all files and run the test program, follow the instructions given at the top of Makefile. In short "make test; make install" should work for most machines. For Unix: "./configure; make test; make install". For MSDOS, use one of the special makefiles such as Makefile.msc. For VMS, use make vms.com.

Questions about zlib should be sent to <zlib@gzip.org>, or to Gilles Vollant <info@winimage.com> for the Windows DLL version. The zlib home page is http://www.zlib.org or http://www.gzip.org/zlib/ Before reporting a problem, please check this site to verify that you have the latest version of zlib; otherwise get the latest version and check whether the problem still exists or not.

PLEASE read the zlib FAQ http://www.gzip.org/zlib/zlib faq.html before asking for help.

Mark Nelson <markn@ieee.org> wrote an article about zlib for the Jan. 1997 issue of Dr. Dobb's Journal; a copy of the article is available in http://dogma.net/markn/articles/zlibtool/zlibtool.htm

The changes made in version 1.2.3 are documented in the file ChangeLog.

Unsupported third party contributions are provided in directory "contrib".

A Java implementation of zlib is available in the Java Development Kit http://java.sun.com/j2se/1.4.2/docs/ api/java/util/zip/package-summary.html See the zlib home page http://www.zlib.org for details.

A Perl interface to zlib written by Paul Marquess <pmqs@cpan.org> is in the CPAN (Comprehensive Perl Archive Network) sites: http://www.cpan.org/modules/by-module/Compress/

A Python interface to zlib written by A.M. Kuchling <amk@amk.ca> is available in Python 1.5 and later versions, see http://www.python.org/doc/lib/module-zlib.html

A zlib binding for TCL written by Andreas Kupries <a.kupries@westend.com> is available at http://www.oche. de/~akupries/soft/trf/trf zip.html

An experimental package to read and write files in .zip format, written on top of zlib by Gilles Vollant <info@winimage.com>, is available in the contrib/minizip directory of zlib.

Notes for some targets:

- For Windows DLL versions, please see win32/DLL FAQ.txt
- For 64-bit Irix, deflate.c must be compiled without any optimization. With
   -0, one libpng test fails. The test works in 32 bit mode (with the -n32 compiler flag). The compiler bug has been reported to SGI.
- zlib doesn't work with gcc 2.6.3 on a DEC 3000/300LX under OSF/1 2.1 it works

when compiled with cc.

- On Digital Unix 4.0D (formely OSF/1) on AlphaServer, the cc option -std1 is necessary to get gzprintf working correctly. This is done by configure.
- zlib doesn't work on HP-UX 9.05 with some versions of /bin/cc. It works with
- other compilers. Use "make test" to check your compiler.
- gzdopen is not supported on RISCOS, BEOS and by some Mac compilers.
- For PalmOs, see <a href="http://palmzlib.sourceforge.net/">http://palmzlib.sourceforge.net/</a>
- When building a shared, i.e. dynamic library on Mac OS X, the library must be installed before testing (do "make install" before "make test"), since the library location is specified in the library.

Acknowledgments:

The deflate format used by zlib was defined by Phil Katz. The deflate and zlib specifications were written by L. Peter Deutsch. Thanks to all the people who reported problems and suggested various improvements in zlib; they are too numerous to cite here.

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Jean-loup Gailly Mark Adler jloup@gzip.org madler@alumni.caltech.edu

If you use the zlib library in a product, we would appreciate \*not\* receiving lengthy legal documents to sign. The sources are provided for free but without warranty of any kind. The library has been entirely written by Jean-loup Gailly and Mark Adler; it does not include third-party code.

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